

**CITY OF TORRANCE
CANDIDATE'S FILING CALENDAR
GENERAL MUNICIPAL ELECTION – June 3, 2014**

DATE	ACTIVITY												
CAMPAIGN DISCLOSURE Jan. 31, 2014	SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT DUE. **For some candidates, the actual date may be from a date after candidate committee was formed and fundraising began. Contact City Clerk if you have questions. Reporting period from date of opening through 12/31/2013												
Feb. 10, 2014 through Mar. 7, 2014 ^Mar. 12, 2014 <i>^for positions where eligible incumbent fails to file.</i> 5:00 p.m.	OBTAIN CANDIDATE MANUAL AND FILING DOCUMENTS FROM AND / OR FILE WITH THE TORRANCE CITY CLERK <table border="0"> <tr> <td>Nomination Papers/Petition</td><td>Statement of Policy Acknowledgment</td></tr> <tr> <td>Qualification Questionnaire</td><td>Statement of Economic Interests Form 700</td></tr> <tr> <td>Ballot Designation Worksheet</td><td>FPPC Form 470 (if no committee formed)</td></tr> <tr> <td>Optional</td><td>Candidate Statement (fee required)</td></tr> <tr> <td>Candidate Biography</td><td>Code of Fair Campaign Practices</td></tr> <tr> <td>Code of Ethics for Elected Officials, Appointed Officials, Candidates for Office</td><td></td></tr> </table> <p style="text-align: right;">NOTE: DATES DIFFER FOR ELIGIBLE INCUMBENTS</p>	Nomination Papers/Petition	Statement of Policy Acknowledgment	Qualification Questionnaire	Statement of Economic Interests Form 700	Ballot Designation Worksheet	FPPC Form 470 (if no committee formed)	Optional	Candidate Statement (fee required)	Candidate Biography	Code of Fair Campaign Practices	Code of Ethics for Elected Officials, Appointed Officials, Candidates for Office	
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NEW STATE LAW CAMPAIGN DISCLOSURE Mar. 5 – June 2, 2014	LATE CONTRIBUTIONS Late Contribution Report - Form 497 Any contributions of \$1000 received must be reported within 48 hours <u>hours of receipt to the City Clerk by filing Late Contribution Report (Form 497)</u> CITY CLERK FAX 310.618.2931 or CityClerk@TorranceCA.gov See Campaign Finance Disclosure for details												
Mar. 7, 2014 or ^Mar. 12, 2014	Last day for withdrawing nomination papers before 5:00 p.m. <i>Mayor, Councilmember, City Treasurer</i> NOTE: DATES DIFFER FOR ELIGIBLE INCUMBENTS ^Applicable <u>only</u> if an incumbent for office fails to file by the deadline.												
*Mar. 8, 2014 or ^Mar. 13, 2014 5:00 p.m.	Last day to withdraw (not change) a previously filed Candidate's Statement. (EC13307) <i>Mayor, Councilmember, City Treasurer;</i> NOTE: DATES DIFFER FOR ELIGIBLE INCUMBENTS ^March 13 Applicable <u>only</u> if incumbent fails to file.												
^Mar. 12, 2014 5:00 p.m.	Extended nomination period. <i>If any <u>incumbent</u> elected officer has <u>not filed</u> papers by March 7, 2014, the filing period is extended 5 days only for candidates <u>other than the incumbent</u>.</i>												
Mar. 16, 2014	Randomized alphabet drawing by Secretary of State The Secretary of State shall hold a public drawing to determine order of candidates' names on ballot randomly drawing each letter of the alphabet.												
CAMPAIGN DISCLOSURE Mar. 24, 2014	PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT DUE. Reporting period 1/1/2014 through 3/17/2014.												
Apr. 7, 2014 through May 20, 2014	Write-In Candidate Declaration Period A name written on a ballot will not be counted unless the person has filed during this period a declaration stating that he or she is a write-in candidate for the election.												
Apr. 24, 2014 to May 24, 2014	Sample Ballot Pamphlets A sample ballot shall be mailed to all voters during this period.												
*May 5, 2014 through May 27, 2014	Vote by Mail – First & Last Day to Apply Applications may be filed between these dates (both dates inclusive) Applications received prior to the 29 th day will be kept and processed during this period. *First day the elections official delivers Vote by Mail ballots in compliance with EC 3001.												

DATE	ACTIVITY
May 19, 2014	Registration Closes Last day to register to vote in the primary election.
CAMPAIGN DISCLOSURE May 22, 2014	PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT DUE. Reporting period 3/18/2014 through 5/19/2014. Must be personally delivered or sent overnight delivery.
CAMPAIGN DISCLOSURE WITHIN 24 HOURS between May 20, 2014 through June 4, 2014	LATE CONTRIBUTIONS. Any contribution, including a loan, which totals an aggregate \$100 or more to the candidate during the 16 days immediately preceding the election must be reported <u>within 24 hours of receipt</u> to the City Clerk by filing a Late Contribution Report (Form 497) CITY CLERK FAX 310.618.2931 or CityClerk@TorranceCA.gov
June 3, 2014	ELECTION DAY - Polls open 7:00 AM to 8:00 PM. Last day for ballots to be received or turned in personally by the voter to the elections official's office or at any polling place in county. An authorized representative may return the voted ballot under specified conditions (EC 3017(a) and 3020)
June 5, 2014 to June 30, 2014* July 1, 2014**	Official Canvass of Election Returns First <u>and</u> last day to canvass election returns* and **certify results of election.
BEFORE June 30, 2014	All <u>defeated candidates</u> and <u>outgoing officers</u> must verify with the City Clerk, City Attorney and/or FPPC how any leftover funds in a campaign account are to be directed and/or used. Action MUST be taken prior to June 30.
TENTATIVE July 15, 2014	Council Installation Pending receipt of certified results that have been presented by the County Clerk to the Los Angeles County Board of Supervisors, the City Clerk will present resolution of election certification to <u>outgoing</u> City Council for adoption; newly elected officials are installed.
July 31, 2014	SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT DUE. Reporting period <u>for candidates</u> is 5/18/2014 through 6/30/2014
TENTATIVE Aug. 14, 2014	FILING STATEMENT OF ECONOMIC INTEREST Incoming and outgoing <u>elected officials</u> must file the Statement of Economic Interests (Form 700) within 30 days of assuming or leaving office; last day to file. (Note: Regular filing date is April 1, 2014.)
November 30, 2015	END OF THE CITY OF TORRANCE FUND-RAISING CYCLE. Elected officeholders have until November 30, 2015 to raise funds to retire debts for the June 3, 2014 election. Defeated candidates must have taken action prior to June 30, 2014 to take any actions. All FPPC filing obligations remain until the committee has been terminated. *TMC SECTION 17.1.4e. LIMITATIONS ON CAMPAIGN CONTRIBUTIONS "Post-Election Fundraising." A contribution for an election may be accepted by a candidate for City of Torrance elective office through the last day of the 17th month following the month in which the election occurred, only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.
YOUR CLOSE ADHERENCE TO THE CAMPAIGN REPORTING DATES WILL INSURE TIMELY FILING AND AVOIDANCE OF PENALTIES.	